

Outcome Monitoring Program (OMP) Implementation Workgroup Meeting  
SUMMARY

Friday, March 19, 2004  
2:30 PM – 4:30 PM

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Participants

ADP Staff:

Facilitator: Michael Cunningham  
Jesse McGuinn  
Paul Brower  
Kami Browning  
Craig Chaffee  
Sharon Dais  
Karen DeVoe  
Karen Dotson  
Ann Drolette  
Rolf Erickson  
Bryan Gillgrass  
Joy Jarfors  
Sally Jew-Lochman  
George Lembi  
Robin Madsen  
Claudio Mejia  
Jon Meltzer  
Susan Rushing  
Paul Strandburg  
Jacqueline Tinetti

External Participants:

Doug Anglin  
Susan Blacksher  
Desiree Crevecoeur (for Rick Rawson)  
George Feicht  
Gino Giannavola  
Jason Kletter  
Rick McKay  
Toni Moore  
Pat Morrissey  
Ken Nyberg  
Connie Moreno-Peraza  
Joel Phillips  
Rick Rawson  
Bob Saltz  
Wayne Sugita  
Al Rodriguez  
Maureen Sedonean  
Jim Sorg

**Meeting Purpose and Desired Outcome(s):**

To:

- Provide updates on the work of the Sub workgroups to date
- Finalize meeting dates and times for the April, 2004 full Implementation Workgroup Meeting

**1. Welcome, Introductions and Agenda Review – Michael Cunningham**

Michael Cunningham opened the meeting by welcoming and thanking everyone for participating in today's meeting, and expressed appreciation for the members continuing commitment to working for a successful OMP implementation. Michael reviewed the agenda with the members and briefly discussed what we hoped to accomplish under each item.

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**2. Review of Status of Action Items- Michael Cunningham**

- Per the agreement of the participants of the February 25, 2004 meeting, the membership roster was reviewed for accuracy and the roster will be revised to reflect the changes requested by the members. Once revised, the roster will be published on the ADP-CalOMS webpage.
- ADP agreed to provide an identification of the technical issues associated with the CalOMS project. George Lembi provided a document, Field Technical Issues Extracted from Readiness Assessment Report, which was distributed to members via email.

George explained that the document was prepared in response to the request of the OMP Implementation Workgroup members for information on technology issues faced by counties and providers. Rather than initiate a new data collection effort, Information Management Services Division (IMSD) staff looked to material gathered by Madsen Rayner consultants through the Field Readiness Assessment for CalOMS.

The assessment covers a range of readiness issues, including technology and automation. The report from the assessment has two major parts: a summary which covered all counties, and then a report of individual county readiness for CalOMS.

The material used to compile the Field Technical Issues Extracted from Readiness Assessment Report is derived from the summary portion only, as ADP made a commitment to counties that the individual county readiness information would be kept confidential, unless approved by the county for release to a wider audience. ADP will be seeking permission from the counties to share their individual county readiness assessment report with the OMP Implementation Workgroup.

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Last, George noted that readiness assessment data collected was based on the original CalOMS requirements, which included the Addiction Severity Index (ASI).

- The last action item pending from previous meetings is that ADP agreed to provide a project timeline to the workgroup members. This item is now complete. A draft work plan and project timeline is our next agenda for discussion; the draft was distributed to members via email on March 19, 2004.

**3. Review and Discuss Draft Work plan and Project Timeline- Michael Cunningham**

As a result of the January 29, 2004 workgroup meeting, ADP was tasked to provide the OMP Implementation Workgroup with a project timeline. Given that the existing project Work Plan and Timeline did not account for the collaborative effort of the OMP Implementation Workgroup and that the timetable for implementation of the federal Performance Partnership Grants (PPG's) has shifted, a revised draft Work Plan and Project Timeline was prepared, and is now presented to the group for discussion and input.

A copy of the draft Work Plan and Project Timeline was distributed to all members via email. Some of the comments from members relative to the draft Work Plan and Project Timeline include:

- The Work Plan and Timeline seem acceptable, but consultation with other counties and stakeholders is needed to better gauge a position to take;
- A reiteration of the desire to look beyond the six domains of CSAP for the prevention services effort.

Michael Cunningham thanked the members for their comments, and for the positive indication that the CalOMS implementation is proceeding in the right direction. Work will proceed accordingly.

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Given the aggressive timeline of the revised CalOMS schedule, the OMP Workgroup will need to continue to work quickly and diligently.

**4. Sub workgroups Updates- Toni Moore, Jesse McGuinn, Michael Cunningham, and Connie Moreno-Peraza**

The Co-Chairs of the Treatment and Prevention Sub workgroups were asked to provide the workgroup members at large with an update on the work and progress accomplished to date.

Treatment Sub workgroup

Toni Moore reported that at its last meeting, held on March 17, 2004, the Treatment Sub workgroup continued its work to complete the list of proposed outcome questions. Work on questions relative to Co-occurring and Perinatal treatment populations was completed.

Work on the questions relative to youth and Narcotic Treatment populations is pending. The revised list was distributed to members via email and OMP Implementation Workgroup members are encouraged to provide input.

The big change to the list occurred due to the decision of the Sub workgroup members to jettison most of the 6 month follow-up questions, and stay with primarily 30-day follow-up. Other changes include the addition of Medical, Employment and Education questions.

The next teleconference of the Treatment Sub workgroup is scheduled for April 21, 2004 from 9:00 - 11:00 am.

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Prevention Sub workgroup

Connie Moreno-Peraza reported that the Prevention Sub workgroup met on March 16, 2004. The meeting focused on the following areas:

- Michael Cunningham led a review and discussion of the four primary goals of the prevention Sub workgroup;
- Paul Strandburg presented a summary of the Baseline Business Analysis;
- Joel Phillips and Bob Saltz presented a white paper on AOD Prevention Indicators.

Members requested a copy of the white paper. It was agreed that ADP staff would provide a copy to all OMP Implementation Workgroup members

The minutes of the last Sub workgroup meeting were distributed via email to all members. The next meeting of the Prevention Sub workgroup will be face to face and is scheduled for the morning of April 29, 2004.

**5. Role of the OMP Implementation Workgroup in Communicating with the Field - Michael Cunningham**

Michael Cunningham reviewed key portions of the OMP Implementation Workgroup Charter relative to communication. Part of the vision for this group is that members were selected for their expertise and their position to engage the field in communicating the issues and soliciting feedback regarding CalOMS implementation.

OMP Implementation Workgroup Members serve as conduits to associations and interested parties to update and educate the field on CalOMS and solicit reaction, suggestions, comments and concerns back to this group so that the group discussion and understanding of the issues is enriched and robust.

It is critical that the OMP Implementation Workgroup casts the widest possible net at the constituency level to assure the broadest possible input, participation and communication.

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Michael asked the group for suggestions and recommended strategies to enhance communication on CalOMS implementation: Some suggestions included:

- Use a brief, 2 page newsletter to announce and highlight the latest developments and status of the project;
- To get direct feedback, create an input vehicle on the webpage;
- Create a standard presentation tool, such as a PowerPoint package, for members to use in talking about CalOMS with constituencies;
- Use email templates, from which information may be cut and pasted, then shared with constituencies;
- Use “survey monkey”, to solicit feedback quickly.

Jesse McGuinn advised the group that a CalOMS Frequently Asked Questions (FAQ's) are in development, and that ADP is looking at is how to use this group to vet policy issues that are surfacing in CalOMS. Michael thanked the members for their ideas and input.

**6. Next Steps- Michael Cunningham**

Michael reviewed the next steps identified for action as a result of today's meeting. These include:

- ADP will distribute the white paper developed by Joel Phillips and Bob Saltzman for the Prevention Sub workgroup;
- OMP Implementation Workgroup Members will review both the treatment and prevention outcome documents and provide input by April 18, 2004.
- ADP will investigate using the communication strategies suggested, specifically providing a CalOMS PowerPoint presentation, establishing a direct response item on the ADP/CalOMS webpage, and creating a newsletter.

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**7. Finalize April Meeting Dates and Times- Michael Cunningham**

Per the decision of the OMP Implementation Workgroup Members, the April, 2004 meeting will be face to face. The meeting is scheduled for April 29, 2004 in the afternoon. Specific meeting hours will be coordinated with the Prevention Sub workgroup, which is planning to meet in the morning, prior to the full OMP Implementation Workgroup.

**Next Meeting**

The next meeting of the full OMP Implementation Workgroup will be held on Thursday, April 29, 2004 from 1:30-4:30 pm at the Department of Alcohol and Drug Programs, 1<sup>st</sup> floor conference room.